

YADKIN COUNTY BOARD OF COMMISSIONERS REGULAR SESSION MINUTES

Monday, January 6, 2014

The Board of Commissioners of the County of Yadkin, State of North Carolina, met in Regular Session in the Commissioners' Meeting Room of the Yadkin County Human Services Building located at 217 East Willow Street, Yadkinville, NC on Monday, January 06, 2014 at 9:00am.

Present were:

Chairman Kevin Austin
Vice Chairman David Moxley
Commissioner Gilbert Hemric
Commissioner Marion Welborn
Commissioner Frank Zachary

Staff present: County Attorney, Ed Powell; County Manager, Aaron Church; Deputy County Manager/Finance Officer, Lisa Hughes; and Deputy Clerk to the Board, Tanya Gentry.

INVOCATION led by County Manager Aaron Church.

CALL TO ORDER by Chairman Austin at 9:00am.

PLEDGE OF ALLEGIANCE led by Chairman Austin.

ADJUSTMENTS TO/ADOPTION OF THE AGENDA

Commissioner Zachary made a motion to adopt the Agenda as presented. Commissioner Hemric second.

Vote: 5/0.

PUBLIC COMMENTS

There were no speakers. Chairman Austin closed the Public Comments at 9:02am.

APPROVAL OF MINUTES

The December 16, 2013 Regular and Closed Session minutes were reviewed. Commissioner Welborn made a motion to approve both sets of minutes. Vice Chairman Moxley second.

Vote: 5/0.

REPORTS/REQUESTS OF THE BOARD

FY2013 Financial Audit Report

Shane Fox, of Martin Starnes, addressed the Board. There was only one minor finding; that is down from 5 findings last year. The finding has been discussed with management so a resolution can be found. The Available Fund Balance increased from FY2012 by approximately \$972,373.00. The State wants the Available Fund Balance percentage to be at least 8%. Yadkin County's percentage is well above that at 47%. The average Available Fund Balance percentage of the smaller counties last year was 27%. Yadkin County has one of the healthier fund balances in the State. Property Tax revenue increased slightly. Sales Tax revenue increased nicely in Yadkin County while most of the smaller rural counties are seeing a decrease in sales tax. The Human Services expenditures decreased. The Public Safety expenditures increased slightly due to increased jail expenditures. The Education expenditures remained the same. The Landfill Enterprise Fund saw an increase in funds and so did the Water & Sewer Enterprise Fund.

Comprehensive Transportation Plan Update

Vernia Wilson, of the NC DOT, addressed the Board. The Board reviewed the updated Comprehensive Transportation Plan (CTP) maps and recommendations Vernia Wilson provided them with. The CTP recommends a four lane boulevard with a median in Yadkinville instead of the five lanes that were being considered. The DOT looks at things like traffic counts, the land use plan, and feasibility studies when deciding what to include in the CTP. The requests submitted by the County for two interchanges and rail

service were considered but the data DOT looked at did not support adding them to the County's CTP. The interchange suggested for Billy Reynolds Road was not put in because there is not sufficient traffic on that road to warrant an interchange at this time. The railroad route the County requested did not make it onto the map. There is currently no rail service in Yadkin County so to determine if rail service is something that is feasible for the County a feasibility study needs to be done. The requested I-77 interchange was not put in because there is not sufficient space between the existing 421 interchange and the rest area exit to put in the requested additional interchange. The County's land use plan will be updated soon and the updates could affect the CTP. The Board looked at the bicycle maps and there is still bike route widening included in the CTP but it is the County's understanding that the State has cut bicycle route funding. If the funding has been cut, is it feasible to do the bike route widening? How will the work be paid for? The Board asked Vernia Wilson about who handles the sites for rest areas. The County has heard that the rest area that is affecting the request to add an interchange on I-77 may possibly be moved to a different location in the future. Ms. Wilson will check on that. The information reviewed tonight is a draft. The County can still request changes to the CTP. It will be the end of February before the draft phase is over. After that the final CTP will be done and submitted to the Board of Commissioners for adoption. Verina Wilson went over the requests from tonight. The Board requested to leave 601 as it is now; the Board is not in favor of the boulevard with the U turn. The bike routes need to be looked at to see if they are feasible if the funding has been cut. She will find out the process that is needed to have rail service considered for Yadkin County. The requested I-77 intersection near Asbury Church Road will be looked at again. She will check on the rest area and see if it is to be moved. The Billy Reynolds intersection will be looked at again. She will send the County information on funding and the answers to the County's questions by the end of the week. The County will review the current draft and let her know of any requested changes by the end of the week.

CONSENT AGENDA

Commissioner Zachary made a motion to approve the Consent Agenda items. Commissioner Welborn second.

Vote: 5/0.

The Consent Agenda items that were approved by the Board are as follows:

Parks & Recreation Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
NCDA Grant	1046120-42129	0	2,073	2,073
Buildings & Grounds	1056120-53010	25,000	2,073	2,073

This budget amendment is needed to accept NCDA grant funds for the purchase of pet waste receptacles for the Yadkin County Park.

Soil & Water Budget Amendment

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Revenue-Matching Fund Grant	1044960-42120	0	3,600	3,600
Equipment	1054960-56010	24,000	3,600	27,600

This budget amendment is needed to accept Soil & Water District grant funds that are to be used to assist the Yadkin County Soil & Water Department with the purchase of equipment they use for their various programs.

Sofia (Quidel) Contract

Sofia will provide the County with equipment to administer testing of patients for the flu virus. The machine will give the Medical Clinic immediate results so they will not have to send any samples off and wait for the results to be sent back. The Board approved the Sofia (Quidel Corporation) Placement Agreement for the equipment and authorized the County Manager to sign it.

Tyler Technologies Contract

This contract is for the County to bring Tyler's Employee Self Service (ESS) module in-house. Allowing the County to host ESS, instead of having Tyler host it, will give the County more control over the system and

how it looks and functions. There will be a one-time cost of approximately \$8,500.00. Tyler has already been paid a \$3,000.00 annual fee to host ESS so they have agreed to provide the County with a \$3,000.00 credit towards that one-time cost. The annual maintenance cost will be \$1,080.00. The Board approved the Tyler Technologies contract and authorized the County Manager to sign it.

WEX (Wright Express) Credit Application

The County uses the State contract WEX/Wright Express fuel card program to purchase fuel for the County's vehicles. There has been an update to the credit application for the fuel card program so the County needs approval to complete the new application. The Board approved the credit application and authorized the County Manager to sign it.

Speer Bridge Road Solid Waste Collection Site Lease Agreement and Budget Amendment

The County originally leased property on Speer Bridge Road as a Solid Waste convenience site in 1993 for a period of 10 years. After the lease expired the County continued making lease payments for a few years while reaching out to the multiple owners of the property with an offer to extend the lease. A new lease agreement was not reached and the lease payments stopped. This lease agreement is for December 1, 2013 through November 30, 2015. The County will pay \$1,500.00 a year to lease the property. The agreement also includes a back payment of \$9,000.00 to cover the cost of the lease payments that have not been paid from 2008 to current. The following budget amendment is needed to transfer funds to pay the back payment:

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Buildings and Grounds	6054710-53010	25,000	(9,000)	16,000
Land Lease	6054710-55041	3,800	9,000	12,800

The Board approved the lease agreement and the budget amendment.

PUBLIC HEARING/ACTION TO SET PUBLIC HEARING

There were no public hearings or action to set a public hearing.

BOARD ACTION

Sheriff's Office Detention Center Budget Amendment

County Manager Church and Sheriff Oliver addressed the Board. The jail construction project suffered delays and the new Detention Center was not completed as quickly as planned so the Sheriff's Office has to pay to house inmates in other facilities for a longer period of time than was anticipated. The cost to house inmates somewhere else is approximately \$75,000.00 a month. The following budget amendment is needed to transfer funds to pay the necessary housing costs.

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Appropriated Fund Balance	1044000-49000	3,062,935	275,000	3,337,935
Jail Food and Provisions	1054320-52200	399,969	275,000	674,969

By the beginning of February, the Sheriff's Office would like to be housing the male inmates in Yadkin County's new Detention Center. Once the male inmates are being housed in the Detention Center, the Sheriff can look at housing the women in the Yadkin County jail. **Commissioner Hemric made a motion to approve the Sheriff's Office Detention Center budget amendment as presented. Vice Chairman Moxley second.**

Vote: 5/0.

Proposal from Northwestern Emergency Vehicles

Keith Vestal addressed the Board. EMS requested proposals from vendors to remount an ambulance's patient compartment box on a new chassis and refurbish it. They received proposals from Northwestern Emergency Vehicles, Select Custom Apparatus, and Southeastern Specialty Vehicles. After reviewing those proposals, EMS would like to accept the proposal from Northwestern Emergency Vehicles. EMS would like to use the chassis the patient compartment is currently on and a spare ambulance they have as a trade in allowance to reduce the cost of the remounted ambulance. The funds needed for the work are included in the EMS budget. **Vice Chairman Moxley made a motion to accept the proposal from Northwestern Emergency Vehicles to remount and refurbish one Yadkin County Emergency Services ambulance**

patient compartment box on to a new chassis; and accept as trade the existing chassis and one complete Yadkin County Emergency Services spare ambulance as proposed; and to deem as surplus ambulance chassis 1GDJG316071207251 and spare ambulance 1FDXE45P68DB29048. Commissioner Zachary second.
Vote: 5/0.

Thomas Hughes Contract

Thomas Hughes Architecture will provide a schematic design, design development services, construction documents, bidding services, and construction administration services for the new Agricultural Center. The cost of the contract is not to exceed \$319,400.00. The cost of the Agricultural Center project, including construction, is estimated to be \$6,160,000.00. The plan is for the bid to be awarded in September and for construction to begin in November. If the services covered in this agreement have not been completed within 23 months of the date of the agreement, through no fault of the Architect, extension of these services beyond that time will be compensated as Additional Services at a cost not to exceed \$5,000.00 per month. There has not been a Capital Project Ordinance established for this project yet. To pay for the architectural services in this contract, either a Project Ordinance needs to be established or the Board of Commissioners can choose to pay for the services out of Non-Departmental Professional Services. If the Board chooses to pay for these services out of Non-Departmental Professional Services, a Reimbursement Resolution will need to be adopted that states that funds from the Project Ordinance, when it is established, will be used to reimburse Professional Services for the costs incurred in this contract. **Commissioner Welborn made a motion to approve the Thomas H. Hughes Architecture agreement and exempt the project from the Mini Brooks Act based on Thomas H. Hughes having prior experience with the Agricultural Center Project and previous work he has done for the County and authorized the County Manager to sign it, pending funding approval from the Board of Commissioners. Commissioner Hemric second.**
Vote: 5/0.

CALENDAR NOTES

- 1) January 20, 2014 – County Offices Closed for Martin Luther King Holiday.
- 2) January 21, 2014 – Yadkin County Board of Commissioners Meeting at 7:00pm.

MANAGER'S REPORTS/BOARD ACTION

There were no Manager's reports today.

MANAGER'S BUDGET AMENDMENTS & CONTRACTS / NO ACTION REQUIRED

Funds Transfer for Human Services/Medical

Line Item	Account	Current Budget	Increase/(Decrease)	New Budget
Nursing Medical Contract Serv	1055111-51700	24,550	(500)	24,050
Nursing Medical Travel/Train	1055111-54010	500	500	1,000

Additional training funds are needed due to staff being cross trained, staff attending conferences, and the FNP needing required CEU hours.

NC Alliance of Public Health Agencies Contract

This contract is for NC Alliance of Public Health Agencies to recruit qualified public health professionals in accordance with the County's specifications.

Wilkes Connections Contract

This contract is for Wilkes Connections to install network drops in the Administration Building.

BOARD VACANCIES/APPOINTMENTS

Joint Nursing Home and Adult Care Home Community Advisory Committee

There are two vacancies on the Committee.

Alternate on the Board of Adjustment

There is a vacancy for an alternate on the Board of Adjustment.

Firefighter's Relief Fund Board of Trustees

Every year the Board of Commissioners appoints one member of the Relief Fund Board of Trustees for each fire department. The fire departments have provided recommendations for their Boards. Arlington Fire & Rescue recommends appointing Keith Vestal. Buck Shoals VFD recommends appointing Marty Roberts. Courtney VFD recommends appointing Walter Jester. East Bend VFD recommends appointing Scott Bracken. Forbush VFD recommends appointing Billy D. Cornelius. Lone Hickory VFD recommends appointing Joe Binkley. Boonville VFD recommends appointing David Shore. Fall Creek VFD recommends appointing Larry Hobson. West Yadkin VFD recommends appointing Rocky Hauser. Yadkinville VFD recommends appointing Basiel Wishon. **Commissioner Zachary made a motion to approve the recommended appointments to each Fire Departments Firefighter's Relief Fund Board of Trustees for a two year term. Commissioner Welborn second.**

Vote: 5/0.

COMMISSIONER COMMENTS

Commissioner Hemric thanked everyone for coming out this morning. He thanked Shane Fox of Martin Starnes for the presentation on the audit. He thanked all the Finance staff for the work they did. They did a real good job. He thanked Ms. Wilson for her presentation. He thanked all the County staff for the work they do; he appreciates them all.

Commissioner Welborn thanked everyone for coming out. He congratulated Lisa Hughes and the Finance staff and thanked them for the work they do keeping things straight. They and the rest of the County employees do a good job.

Commissioner Zachary stated the audit report Mr. Fox presented for Martin Starnes was very gratifying. He gives the credit to the good work of County staff. It is a report he is proud of. He is excited about the jail. Several people have told him they have seen the jail and are impressed with it. It is a positive thing for the community. It will save the County some money by no longer having to house inmates elsewhere. It is supposed to be cold tonight and he hopes everyone stays warm.

Vice Chairman Moxley welcomed everyone who came out today. He enjoyed and appreciated the Martin Starnes presentation. He thanked everyone who was involved with the financial audit. The audit report gave the County good news. It is comforting to know that the County is in as good a shape as it is during this time of economic strife. He thanked Ms. Wilson of the DOT for her presentation. It is exciting to be getting prisoners into the new jail soon and jumping right into another building project. The Agricultural Center Project will begin soon. A lot of what the County learned building the jail can be applied to the building of the Agricultural Center. That will be a real addition to the Surry Community College campus here in Yadkin County. He looks forward to seeing that project completed in about 2 ½ years.

Chairman Austin stated he wanted to echo the comments of the other Commissioners. It is exciting to be completing the jail and moving on to the Agricultural Center Project. He believes that is something that is much needed in Yadkin County. It will help the County continue to move forward. He congratulated the staff on the great audit report and thanked them for the great job they did. If everything holds up the County should have a completely clean audit report next year. He believes the Board also deserves recognition for the results of the audit. The Commissioners were elected as a Board to provide sound fiscal management, good policy decisions, and structure for the whole County. He is proud of these audit results. Fund Balance has increased while the Board has been able to reduce the taxes that citizens pay. He thanked the Board for their efforts. He also thanked County Manager Church for his efforts.

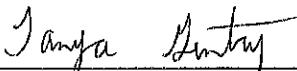
Chairman Austin made a motion to go into Closed Session pursuant to NCGS 143-318.11(a) (1)(3)(4)(5)(6) to discuss Personnel Matters and to Protect Personnel Information that is Confidential under NCGS 153A-98, and to discuss the potential Location or Expansion of Industries or other Businesses in the County, to Establish the County's Negotiating Position for Acquiring Real Property and to Instruct the County Staff on that Position, and to have a Privileged Consultation with our County Attorney. Commissioner Hemric second.

Vote: 5/0.


After a motion to come out of Closed Session was made and the Board was in **Open Session**, Vice **Chairman Moxley** made a motion to approve paying Carolina Environmental \$4,485.32 for the extra tonnage of contaminated soil that was removed. Commissioner Zachary second.
Vote: 5/0.

Commissioner Zachary made a motion to authorize the County Manager to hire Michael Williams with the agreed terms, as presented, which deviates from the County's normal hiring policies. Commissioner Welborn second.
Vote: 5/0.

Commissioner Hemric made a motion to adjourn. Commissioner Welborn second.
Vote: 5/0.



Prepared by Tanya Gentry
Deputy Clerk to the Board



Kevin Austin, Chairman
Yadkin County Board of Commissioners

1/21/2014

Date approved by the
Yadkin County Board of Commissioners